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ABSTRACT

This document describes two programs that make up one of New Jersey's major initiatives to address the problem of substance abuse. The first program described is the Chemical Health Curriculum Development Grant Program, which is funded by a state appropriation; the second is the Substance Abuse Coordinator Grant Program, which combines federal funds with state appropriated funds to make approximately 70 grants to districts. It is noted that funds are to be used to make grants to districts to assist them in the development and the implementation of their substance abuse prevention curriculum as required by the New Jersey State Board of Education, and that these grants support the hiring of personnel responsible for the planning and coordination of substance abuse prevention programs and activities. Part I of the document sets forth guidelines for the two programs, including conditions for funding, eligibility, grant administration, standards, and assistance centers. Part II consists of directions for application for the two grant programs, as well as the forms. The appendices include a copy of the Drug-Free Schools and Communities Act of 1986 and an excerpt from the U.S. Code. (ABL)

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ED309337

# HELPING SCHOOLS PREVENT DRUG AND ALCOHOL ABUSE

- Chemical Health Curriculum Development Grant Program
- Substance Abuse Coordinator Grant Program

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# 1988-89 GUIDELINES AND APPLICATIONS

New Jersey State Department of Education
Trenton, New Jersey

PTM No. 700.10

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DEPARTMENT OF EDUCATION
CN 500
TRENTON, N.J. 08625-0500

OFFICE OF THE COMMISSIONER

September 15, 1987

Dear Chief School Administrator:

Enclosed are materials describing one of New Jersey's major initiatives that addresses the problem of substance abuse. The initiative, entitled Helping Schools Prevent Drug and Alcohol Abuse, consists of two grant programs designed to assist school districts in carrying out major components of Governor Thomas Kean's Blueprint For A Drug-Free New Jersey.

The first, the Chemical Health Curriculum Development Grant Program, is funded by a state appropriation of $1 million. Funds will be used to make grants to districts to assist them in the development and the implementation of their substance abuse prevention curriculum as required by regulations adopted by the New Jersey State Board of Education.

The second program, the Substance Abuse Coordinator Grant Program combines federal funds available to the Governor's Office under the Drug-Free Schools and Communities Act of 1986 and state appropriated funds to make approximately 70 grants to districts. These grants will support the hiring of personnel responsible for the planning and coordination of substance abuse prevention programs and activities.

Application materials for both programs are included in Part II of this document.

I urge you to take advantage of these valuable resources as part of New Jersey's continuing efforts to make our schools safe and healthful places conducive to student learning.

Sincerely,

Saul Cooperman
Commissioner

SC/JB/RS/dm:2/2079G

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WRS/ml:2/2149G

## HELPING SCHOOLS PREVENT DRUG AND ALCOHOL ABUSE

The state initiative to help schools prevent drug and alcohol abuse includes two competitive grant programs intended to provide support of district efforts to implement components of Governor Thomas H. Kean's Blueprint For A Drug-Free New Jersey:

- Chemical Health Curriculum Development Grant Program

  Approximately 150 grants ranging in size from $5,000 to $10,000 will be made to districts in support of their efforts to implement the recently adopted Chemical Health Education Guidelines throughout all grade levels in the district.

- Substance Abuse Coordinator Grant Program

  Approximately 70 grants totalling $2.7 million will be made providing funds for the employment of substance abuse coordinators. The primary function of the substance abuse coordinator is to administer and coordinate the district's substance abuse prevention activities and programs.

To facilitate district application for one or both of the above programs, the appropriate applications are included in Part II of this document. If a district applies for both programs, its application for each program will be considered separately. The selection process will be conducted independently for each grant program.

GENERAL CONDITIONS FOR FUNDING

Every district selected for funding under either of these grant programs must agree to meet the following conditions:

1. Pursuant to N.J.A.C. 6:29-9.6, the district board of education shall incorporate into its curriculum drug and alcohol education appropriate for the pupils' age, maturity and grade level in accordance with existing Department of Education guidelines.

2. Pursuant to N.J.A.C. 6:29-9.3(a), the district board of education shall have adopted and implemented policies and procedures consistent with the rules and regulations promulgated by the State Board of Education for the identification, evaluation, referral, treatment and discipline of pupils who are substance abusers or are involved in incidents of possession.

3. The district shall provide data requested by the Department of Education for evaluating the effectiveness of the programs funded by these grant programs.

4. The district shall use funds provided under the Helping Schools Prevent Drug and Alcohol Abuse Program to supplement and, to the extent practical, increase the level of funds that would, in the absence of such grant funds, be made available by the district for the purposes described herein, and in no case supplant such funds.

5. The district shall establish or designate a local or regional advisory council on drug abuse education and prevention composed of parents, teachers, officers of state and local government, medical professionals, representatives of the law enforcement community, community-based organizations, and other groups with interest and expertise in the field of drug abuse education and prevention.

   (NOTE: The Governor's Blueprint for a Drug-Free New Jersey calls for the establishment of "community alliances to prevent drug and alcohol abuse." The advisory council required by the Drug-Free Schools and Communities Act of 1986 (DFSCA) should be coordinated or consolidated with the community alliance called for in the Governor's Blueprint.)

6. The district shall coordinate its efforts with appropriate state and local drug and alcohol abuse, health, and law enforcement agencies in order to conduct drug and alcohol abuse education, intervention, and referral for treatment and rehabilitation for the student population.

DEFINITIONS

As used in this document:

"Substance" shall mean alcoholic beverages, controlled dangerous substances as defined in section 2 of P.L.1970, c.266 (C.24:21-2) or any chemical or chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction or dulling of the brain or nervous system including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in section 1 of P.L.1965, c.41 (C.2A:170-25.9).

"Substance abuse" shall mean the consumption or use of any substance as defined herein for purposes other than the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

## CHEMICAL HEALTH CURRICULUM DEVELOPMENT GRANT PROGRAM

PURPOSE:

The Chemical Health Curriculum Development Program will award grants to assist school districts in the development and implementation of substance abuse prevention instructional programs which follow the scope and sequence outlined in the department's Chemical Health Education Curriculum Guidelines.

NUMBER AND SIZE OF GRANTS:

Approximately 150 grants ranging in size from $5,000 to $10,000

DURATION OF GRANTS AND CARRY FORWARD:

Grant funds will be available for approximately 16 months, beginning March 15, 1988 (or upon approval of the contract between the department and the district, whichever is later) and ending on June 30, 1989. Unencumbered balances remaining as of June 30, 1989 must be returned to the New Jersey State Department of Education. Grants are not renewable.

ELIGIBLE APPLICANTS:

Any public school district in the state

ALLOWABLE USES OF FUNDS:

Grant funds may only be used for:

a) Time spent by already employed district staff, which is in addition to their normal contractual duties, in developing the district's substance abuse prevention curriculum.

b) Curriculum consultants to assist in the planning and development of substance abuse prevention curriculum.

c) Expenses incurred in the training of teachers in the use of the district's substance abuse prevention curriculum. Such expenses may include trainers, training fees, staff release time (including substitutes), travel and training supplies.

d) The purchase of instructional materials used in the implementation of the district's substance abuse prevention curriculum.

<u>Grant funds may not be used to purchase equipment</u>.

CONDITION OF FUNDING:

In order receive funding, a district must meet the following conditions in addition to those general conditions listed on page 1.

1. The district shall implement substance abuse prevention instruction throughout the district as required in <u>N.J.A.C.</u> 6:29-9.6 which is based upon the scope and sequence of curriculum described in the department's <u>Chemical Health Education Curriculum Guidelines</u> which were distributed to districts in June, 1987.

2. Upon request, the district shall provide the New Jersey State Department of Education with copies of the curriculum developed with funds provided by the Chemical Health Curriculum Development Grant Program.

SELECTION CRITERIA:

Each application received under the Chemical Health Curriculum Development Grant Program shall be reviewed on the basis of the following criteria:

1. The degree to which proposed curriculum is consistent with the scope and sequence contained in Chemical Health Education Curriculum Guidelines.

2. Evidence that the district's need to prevent substance abuse through chemical health instruction exceeds its capabilities of its current substance abuse curriculum and resources.

3. The efficiency of the activities and expenditures planned by the district for the purpose of developing its substance abuse curriculum.

4. Evidence of the use of local, other state or federal funds to supplement those requested under this program for development and implementation of a district-wide substance abuse prevention curriculum.

5. Evidence of the utilization of qualified community resources in the planning, development and implementation of the substance abuse prevention curriculum.

6. Evidence that planned curriculum will benefit the students for whom it is intended and that the curriculum is planned with respect to measurable student outcomes.

## SUBSTANCE ABUSE COORDINATOR GRANT PROGRAM

PURPOSE:

The Substance Abuse Coordinator Grant Program will provide funds to districts (see ELIGIBLE APPLICANTS below) to enable the employment of full-time substance abuse coordinators who are generally responsible for administration, coordination and implementation of district substance abuse prevention programs and activities.

NUMBER AND SIZE OF GRANTS:

Approximately 70 grants totalling $2.7 million in all will be made.

The maximum number of substance abuse coordinator positions within a district that might be supported by grant funds will be determined by the total student enrollment, as of September 30, 1986, of the district(s) served by the position(s):

| Student Population | Maximum Number of Positions Funded |
|---|---|
| Less than 8,000 | 1 |
| 8,000 - 15,000 | 2 |
| More than 15,000 | 3 |

The actual number of positions to be funded, however, will be based upon an assessment of district need and other information provided in the district's application. Secondary receiving districts (see ELIGIBLE APPLICANTS below) would apply on the basis of the combined student population of their own district plus that of their participating elementary sending district(s).

DURATION OF GRANTS AND CARRY FORWARD:

Each grant will be for a period of twelve months beginning March 15, 1988 (or upon approval of the contract between the department and the district, whichever is later), and ending March 14, 1989. Grants can be renewed for up to two additional years subject to: 1) the district's satisfactory progress in meeting the objectives identified in its grant activity plan and 2) the appropriation of state and federal monies used to fund this program. Unencumbered balances as of March 14, 1989 may be carried forward only with written approval of the New Jersey State Department of Education and only if the district's grant is renewed for a second year.

SPECIAL NOTE: SPLIT FUNDING SOURCES

The funds provided to a district under the Substance Abuse Coordinator Grant Program will consist of both state appropriated funds and federal funds provided under Part 2 of the Drug-Free Schools and Communities Act of 1986, P.L. 99-570 (DFSCA). The grant notification received by the district will identify the amount of the grant attributable to each source for which the district must maintain separate accounts. The personnel supported under the Substance Abuse Coordinator Grant Program may be funded from both sources.

Funds provided under DFSCA must be administered in accordance with the General Education Provisions Act and the Education Department General Administrative Regulations (EDGAR) in 34 Code of Federal Regulations (C.F.R.) Part 74 (Administration of Grants), Part 76 (State-Administered Programs), Part 77 (Definitions that Apply to Department Regulations), Part 78 (Education Appeal Board), and Part 79 (Intergovernmental Review of Department of Education Programs and Activities). In addition, the regulations in 34 C.F.R. Part 98 (Student Rights in Research, Experimental Programs, and Testing) and Part 99 (Privacy Rights of Parents and Students) apply to this program.

ELIGIBLE APPLICANTS:

Eligible applicants are limited to: 1) K-12 public school districts, 2) secondary public school districts, and 3) county vocational schools.

Secondary school districts (other than county vocational schools) must solicit the participation of their sending elementary district(s) in the proposed activities in order to be eligible to apply. Documentation of such solicitation must be submitted with the district's application. Elementary districts may not apply directly but rather may be included in the proposal submitted by their receiving secondary district.

SPECIAL NOTE: SECONDARY RECEIVING AND ELEMENTARY SENDING DISTRICTS

In the event that a secondary receiving district (other than a county vocational school) and its elementary sending district(s) wish to apply, jointly the following additional requirements must be met:

1. The secondary receiving district shall be designated as the lead district. The lead district shall be responsible for fulfilling all requirements associated with receipt of funding under this program. The lead district, in completing the application on behalf of itself and the participating elementary sending district(s), shall aggregate all data pertaining to the participating district(s).

2. The chief school administrator of each participating district must sign page one of the application included in Part II of this document as well as a copy of the statement of assurances included therein.

3. The board of education of each participating elementary sending district must authorize the district's participation in the activities proposed in the application.

4. The substance abuse coordinator(s) hired with funds provided under this program will be employees of the lead district.

PARTICIPATION OF NONPUBLIC SCHOOL TEACHERS AND STUDENTS:

Pursuant to the requirements of DFSCA, the teachers and students of nonpublic schools in the district must be afforded opportunity for equitable participation in the purposes and benefits of DFSCA. The requirements regarding nonpublic students and teachers are specified in section 4143 of DFSCA and in 34 CFR 76.651-76.662. Both documents are included in Part III of this document.

The programs and services provided by the substance abuse coordinator position(s) funded under this program shall be carried out after consultation with appropriate nonpublic school representatives. Nonpublic school teachers and pupils are to be afforded access to such programs and services. Due to the fact that the district's Substance Abuse Coordinator Grant will only include funds for the salary and benefits paid to the substance abuse coordinator(s), a district may charge fees to cover those additional expenses directly attributable to the participation of nonpublic school teachers and students. Nonpublic schools may use the portion of the district's DFSCA allocation

designated for the benefit of nonpublic school students and teachers for such fees. (See Drug-Free Schools and Communities Act: 1987-88 Guidelines and Applications which was distributed to districts in February, 1987.)

ALLOWABLE USES OF FUNDS:

Grant funds may only be used for the salary and benefits paid to the district's substance abuse coordinator position(s). Grant funds must be used to establish a position or positions which are in addition to the district's present staffing level. Grant funds may not supplant the district's resources presently committed to preventing student substance abuse.

The responsibilities assigned to the substance abuse coordinator positions shall include:

1) provision of regular in-service training for district substance abuse programs;

2) development and administration of substance abuse intervention services at elementary and secondary levels;

3) development of substance abuse curriculum and instruction;

4) assistance to district in revision and implementation of drug and alcohol policies and procedures;

5) cooperation with the Governor's Alliance of communities and community-based program and services; and

6) development and coordination of agreements and contacts with community based substance abuse service providers and agencies.

Those persons employed as district substance abuse coordinators shall possess 1) a baccalaureate degree from an accredited college or university, 2) documented training in the substance abuse field (equivalent experience may be substituted for required training), and 3) one year of supervised professional experience working with children and/or adolescents in an educational, social services or health care facility. Information regarding certification for the position of substance abuse coordinator will be disseminated to districts by October 21, 1987. Furthermore, the position of substance abuse coordinator must be separate and distinct from any other employment position in the district.

CONDITIONS FOR FUNDING:

In order to receive funding, a district must meet the following conditions in addition to those general conditions listed on page 1.

1. The district must provide the resources (eg. telephone, clerical services, office, office supplies, etc.) needed to enable the substance abuse coordinator(s) to accomplish the activities described in the district's grant activity plan.

2. The district must assure that the responsibilities and job description delineated for the substance abuse coordinator(s) in the district's proposal are implemented.

3. The district shall permit the substance abuse coordinator(s) to participate in orientation, training and continuing education activities provided by the New Jersey State Department of Education and/or the New Jersey State Department of Health.

4. The district shall hire individual(s) for the position(s) of substance abuse coordinator who possess the educational, experience, and certification prerequisites established by the New Jersey State Board of Education.

5. The position of substance abuse coordinator must be separate and distinct from any other employment position in the district.

6. The programs and services provided by the substance abuse coordinator(s) shall be carried out after consultation with appropriate nonpublic school representatives. Nonpublic school teachers and students shall be afforded opportunity for equitable participation in programs and services funded under DFSCA.

SELECTION CRITERIA:

Each application received under the Substance Abuse Coordination Grant Program shall be reviewed based on the following criteria:

1. Evidence that the district has identified and articulated its need for a coordinated approach to preventing student substance abuse and that the requested substance abuse coordinator position(s) will be effectively used in addressing that need.

2. The efficiency of the planned activities and expenditures.

3. Evidence of the use of local, other state or federal funds to supplement those requested under this program.

4. Evidence of plans to use qualified community resources to supplement the efforts of the substance abuse coordinator(s).

5. Evidence that the district has committed the necessary financial resources and administrative support to enable the substance abuse coordinator(s) to accomplish the activities described in the work plan contained in the district's application.

6. Evidence that the lines of authority and organization are clearly delineated and are adequate to enable the substance abuse coordinator(s) to accomplish the activities described in the work plan contained in the district's application.

7. The degree to which the proposed job description for the substance abuse coordinator(s) coincides with the state's guidelines for the position's responsibilities. (see allowable uses of funds, above on page 7.)

8. Evidence that the pay range established for the position of substance abuse coordinator is reasonable and justified and is consistent with the district's established employee pay scale.

## APPLICATION AND GRANT ADMINISTRATION

APPLICATION PROCEDURES:

Applicants may apply for one or both of the programs described herein using the applications contained in Part II of this document. Applications for each program will be considered separately.

Submission of the application must be approved by the district chief school administrator and authorized by the district board of education. An official copy of the board resolution authorizing submission must accompany the application.

If a secondary receiving district is applying on behalf of itself and its elementary sending district(s) under the Substance Abuse Coordinator Grant Program, then the chief administrator of the participating elementary district(s) must also approve the submission of the application. The board of education of each participating elementary district must also authorize their district's participation in the activities proposed in the application. An official copy of the board resolution authorizing such participation must accompany the application submitted by the secondary receiving district.

An original and three copies of the application should be sent to:

Helping Schools Prevent Drug and Alcohol Abuse
New Jersey State Department of Education
Division of General Academic Education
225 West State Street
CN 500
Trenton, New Jersey 08625

Applications must be postmarked or delivered to the Department of Education by November 16, 1987.

One additional copy of the district's application should be submitted to the county superintendent.

Following the designation of successful applicants, district representatives will meet with Department of Education personnel to develop a grant activity plan. The grant activity plan and the expenses documented therein will then

be incorporated as the terms and conditions of contract between the department and the district. Following development of the grant activity plan, the district board of education must accept the terms and conditions of the contract in the form of a second resolution. An official copy of this second resolution must be submitted to the department prior to final approval of the contract.

TIMELINES:

| | |
|---|---|
| Submission of Completed Application To Department of Education: | November 16, 1987 |
| Selection of Successful Applicants: | December 31, 1987 |
| Notification of Applicants: | January 15, 1988 |
| Development of Grant Activity Plans: | February 1, through April 1, 1988 |
| Approval of Contracts: | March 15, through May 30, 1988 |
| Funding Available to Districts: | March 15, 1988 or approval of contract |

BUDGET REVISIONS:

The district may not make any revision in the expenditure of its grant funds which results in the transfer from one object account to another of an amount which is 10 percent or greater of its total allocation or more than $2,000 without prior approval of the New Jersey State Department of Education.

A copy of the Budget Revision Request form to be used in requesting approval is included in Part II of this document.

INDIRECT COSTS:

Should the district elect to seek an indirect costs rate, individual negotiations must be completed with the Division of Finance of the New Jersey State Department of Education. Districts should address their requests, in writing, prior to submission of their application to:

New Jersey State Department of Education
Division of Finance
Attention: Wolfgang Bogacz
225 West State Street
CN 500
Trenton, New Jersey 08625

NOTE: Please note that the amount of procurement indirect costs charged must be reduced from other indirect costs pools, e.g., Chapter I and School Lunch.

FISCAL AND PROPERTY MANAGEMENT STANDARDS:

Separate accounting records must be maintained for all grant funds in accordance with state board rules and regulations. Furthermore, separate accounts must be maintained for each of the two programs described herein from which the district is awarded funds. Within the Substance Abuse Coordinator Grant Program, separate accounts must also be maintained for both the State and the DSFCA funded portions. Audits will be made in accordance with generally-accepted auditing standards applicable under the circumstances and in accordance with the laws governing fiscal affairs of New Jersey school districts.

Title to real property and non-expendable personal property (tangible personal property having a useful life or more than two years and an acquisition cost of $500 or more per unit) purchased by recipients and purchased partly or wholly with grant funds shall vest in the grantee (district) until the assets are:

- No longer available for use in the federally sponsored program, or
- Used for purposes not authorized by the state grantor agency.

At that time, the federal government's and state's equitable interests will be refunded to the state in the same proportion as the federal and state participation in its costs.

TECHNICAL ASSISTANCE

Districts will be provided further information regarding these grant programs and application procedures at technical assistance workshops scheduled through the regional curriculum service units. Those wishing to attend any of the sessions listed below should confirm their attendance by calling the RCSU at least 10 working days prior to the scheduled date. Enrollment is limited, and participants will be selected on the basis of the order in which they register for the sessions.

| Region | Location | Time and Date | Call to Register |
|---|---|---|---|
| North | RCSU North | October 15, 1987<br>9:00 a.m.-11:30 a.m. | Laura Scholz<br>201-266-8660 |
| North | RCSU North | October 15, 1987<br>1:00 p.m.-3:30 p.m. | Laura Scholz<br>201-266-8660 |
| Central | Vocational Ed.<br>Resource Center | October 9, 1987<br>9:00 a.m.-11:30 a.m. | Pat Cohen<br>201-290-1900 |
| Central | Vocational Ed.<br>Resource Center | October 9, 1987<br>1:00 p.m.-3:30 p.m. | Pat Cohen<br>201-290-1900 |
| South | Gloucester County<br>Community College | October 16, 1987<br>9:00 a.m.-11:30 a.m. | Kathy Padulese<br>609-629-3133 |
| | Gloucester County<br>Community College | October 16, 1987<br>1:00 p.m.-3:30 p.m. | Kathy Padulese<br>609-629-3133 |

Inquiries regarding the Helping Schools to Prevent Drug and Alcohol Abuse grant programs may also be addressed to:

Helping Schools to Prevent Drug and Alcohol Abuse
New Jersey State Department of Education
Division of General Academic Education
225 West State Street
CN 500
Trenton, New Jersey 08625

Applicants may also call 609-984-1890 for further information.

# PART II

## DIRECTIONS

**GENERAL:**

- If the district is applying for funds under the Chemical Health Curriculum Development Grant Program, then pages 15 through 23 must be completed.
- If the district is applying for funds under the Substance Abuse Coordinator Grant Program, then pages 24 through 36 must be completed.
- In completing the items in the application(s), use only the space indicated. Do not use the reverse side of any page.
- Applications (an original and three copies) should be sent to:

  Helping Schools Prevent Drug and Alcohol Abuse
  New Jersey State Department of Education
  Division of General Academic Education
  225 West State Street Street
  CN 500
  Trenton, New Jersey 08625

- In order to be considered, completed applications must be postmarked or delivered to the above address by no later than 4:15 p.m., Monday November 16, 1987.
- An additional copy of the district's application must be submitted to the county superintendent.

**CHEMICAL HEALTH CURRICULUM DEVELOPMENT GRANT PROGRAM:**

Cover page:

- Provide the requested information

Statement of Assurances:

- Statement must be signed by the chief school administrator
- Item 11 must indicate the date of the district board of education meeting at which the submission of the application was approved. An official, signed copy of the resolution granting such approval must be submitted with the application.

Items CD 1 through CD 6

- Complete all items.

- Use only the space indicated. Do not use the reverse side of any page.

- Item CD-6 requires the signature of the school district business administrator.

**SUBSTANCE ABUSE COORDINATOR GRANT PROGRAM**

Cover Page

- Provide the requested information pertaining to the district submitting the application.

- If the district completing the application is a secondary receiving district applying on behalf of itself and its elementary sending district(s), enter the names of those elementary districts that will be participating. The chief school administrator of each participating elementary district must sign where indicated.

Statement of Assurances

- Must be signed by the chief school administrator of the district submitting the application.

- Item 11 must indicate the date of the district board of education meeting at which the submission of the application was approved. An official, signed copy of the resolution granting such approval must be submitted with the application.

- In the event that the application is being submitted by a secondary receiving district and its sending elementary district(s), the chief school administrator of each elementary district must also sign separate copies of the Statement of Assurances. In item #11 indicate the date of the meeting at which the board of education of the elementary district approved the filing of this application on its behalf. An official, signed copy of the resolution granting such approval must be submitted with the application.

Items SAC 1 through SAC 12

- Complete all items.

- Use only the space indicated. Do not use the reverse side of any page.

- Item SAC 12 requires the signature of the school district business administrator.

# New Jersey State Department of Education
# HELPING SCHOOLS PREVENT DRUG AND ALCOHOL ABUSE

## CHEMICAL HEALTH CURRICULUM DEVELOPMENT GRANT PROGRAM
## 1988-1989

District:_____ District Code:_____

Mailing Address:_____

_____

County:_____ County Code:_____

District Contact Person
Regarding this Application:_____

Telephone:_____
(Area Code)

Mailing Address:_____

_____

## STATEMENT OF ASSURANCES

1. Pursuant to N.J.A.C. 6:29-9.6, the district board of education shall incorporate into its curriculum drug and alcohol education appropriate for the pupils' age, maturity and grade level in accordance with the department's Chemical Health Education Guidelines.

2. Pursuant to N.J.A.C. 6:29-9.3(a), the district board of education shall have adopted and implemented policies and procedures, consistent with the rules and regulations promulgated by the State Board of Education for the identification evaluation, referral, treatment and discipline of pupils who are substance abusers or involved in incidents of possession.

3. The district shall provide data requested by the Department of Education for the purpose of evaluating the effectiveness of the programs funded by these grant programs.

4. The district shall establish or designate a local or regional advisory council on drug abuse education and prevention composed of parents, teachers, officers of state and local government, medical professionals, representatives of the law enforcement community, community-based organizations, and other groups with interest and expertise in the field of drug abuse education and prevention.

   (NOTE: The Governor's Blueprint for a Drug-Free New Jersey calls for the establishment of "community alliances to prevent drug and alcohol abuse." The advisory council required by DFSCA should be coordinated or consolidated with the community alliance called for in the Governor's Blueprint as appropriate to local circumstances.)

5. The activities described herein will be conducted in compliance with and in accordance with applicable state and federal statutes, as well as regulations and policies promulgated by either the state or federal government.

6. If the use of funds changes from the uses proposed herein, the district shall request a budget revision following the guidelines for the program as provided by the New Jersey State Department of Education.

7. The district will keep such records and provide such information to the New Jersey State Department of Education as reasonably may be required for fiscal audit and program evaluation.

8. The district shall use funds provided under the Helping School Prevent Drug and Alcohol Abuse Program to supplement and, to the extent practical, increase the level of funds that would, in the absence of such grant funds, be made available by the district for the purposes described herein, and in no case supplant such funds.

9. The district will coordinate its efforts with appropriate state and local drug and alcohol abuse, health, and law enforcement agencies in

order to effectively conduct drug and alcohol abuse education, intervention, and referral for treatment and rehabilitation for the student population.

10. The filing of this application was authorized at the district board of education meeting held on: _____.

11. The district continues to be in compliance with Title IV and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1978.

12. The facts, figures, and representations made in this application, including exhibits and attachments hereto, are true and correct to the best of my knowledge.

13. The district shall implement substance abuse prevention instruction throughout the district as required in N.J.A.C. 6:29-9.6 which is based upon the scope and sequence of curriculum outlined in the department's Chemical Health Education Curriculum Guidelines.

14. Upon request, the district shall provide the Department of Education with copies of the curriculum developed with funds provided by the Chemical Health Curriculum Development Grant Program.

_____ _____

Chief School Administrator (typed) District

_____

Signature Date

CD 1. Describe the scope and sequence of districts' current instructional program regarding substance abuse and compare it to the scope and sequence included in the department's Chemical Health Curriculum Guidelines. Identify curricular areas (by grade level and topic) included in the department's guidelines which are not included in the district's program. (Use only the space provided below.)

CD 2. List the curricular areas identified in item CD 1 in which the district will conduct curriculum development activities in order to have its substance abuse curriculum be consistent with the department's Chemical Health Education Guidelines. Identify each curricular area by grade level and topic. (Use only the space provided below.)

CD 3. Using the format below, present a work plan for the development of the chemical health curriculum for the period March 1, 1988 through June 30, 1989. (Use additional pages as needed.)

| Activity | Planned Completion Date | Person Responsible | Resources Needed |
|---|---|---|---|

CD 4. Describe the community resources which will be utilized in the planning and development of the chemical health curriculum? (Use only the space provided below.)

CD 5. Describe how the district will evaluate the impact of its chemical health curriculum in terms of student outcomes. (Use only the space provided below.)

CD 6. Using the format below summarize the cost of the project during the period March 15, 1988 to June 30, 1989. Indicate those costs to be assigned to grant funds applied for herein as well as those costs to be assigned to any other local, state or federal source. Identify the source of such other funds, e.g., DFSCA, Substance Abuse Coordinator Grant Program, etc. This budget must be signed by the school business administrator.

CHEMICAL HEALTH CURRICULUM DEVELOPMENT GRANT PROGRAM

BUDGET SUMMARY

March 15, 1988 - June 30, 1989

| Budget Categories | Grant Funds Requested | Local Funds | Other State Funds | Federal Funds | Total |
|---|---|---|---|---|---|
| A. Personnel Salaries Fringe Benefits Sub-Total (Specify*) | | | | | |
| B. Consultant Services (Specify*) | | | | | |
| C. Travel (Specify*) | | | | | |
| D. Supplies (Specify*) | | | | | |
| E. Equipment (Specify*) | | | | | |
| F. Other Direct Costs (Specify*) | | | | | |

Total Direct Cost

_____
Business Administrator

_____
Signature Date

*Provide detail on additional pages

_____
Telephone Number

# New Jersey State Department of Education
# HELPING SCHOOLS PREVENT DRUG AND ALCOHOL ABUSE

## SUBSTANCE ABUSE COORDINATOR GRANT PROGRAM
## 1988-1989

*District:_____ District Code:_____

Mailing Address:_____

_____

County:_____ County Code:_____

District Contact Person
Regarding this Application:_____

Telephone:_____
(Area Code)

Mailing Address:_____

_____

* If the district is a secondary receiving district applying on behalf of itself and its elementary sending district(s), indicate the elementary districts which are to be included in the activities proposed herein:

1. _____ _____
District Chief School Administrator (Type)

_____
Chief School Administrator (Sign)

2. _____ _____
District Chief School Administrator (Type)

_____
Chief School Administrator (Sign)

3. _____ _____
District Chief School Administrator (Type)

_____
Chief School Administrator (Sign)

(USE ADDITIONAL PAGE AS NEEDED)

NOTE: An applicant which is a secondary receiving district (other than a county vocational school) must submit copies of the correspondence sent to its elementary sending district(s) soliciting their participation in the activities proposed herein.

## STATEMENT OF ASSURANCES

1. Pursuant to N.J.A.C. 6:29-9.6, the district board of education shall incorporate into its curriculum drug and alcohol education appropriate for the pupils' age, maturity and grade level in accordance with the department's Chemical Health Education Guidelines.

2. Pursuant to N.J.A.C. 6:29-9.3(a), the district board of education shall have adopted and implemented policies and procedures, consistent with the rules and regulations promulgated by the State Board of Education for the identification evaluation, referral, treatment and discipline of pupils who are substance abusers or involved in incidents of possession.

3. The district shall provide data requested by the Department of Education for the purpose of evaluating the effectiveness of the programs funded by these grant programs.

4. The district shall establish or designate a local or regional advisory council on drug abuse education and prevention composed of parents, teachers, officers of state and local government, medical professionals, representatives of the law enforcement community, community-based organizations, and other groups with interest and expertise in the field of drug abuse education and prevention.

   (NOTE: The Governor's Blueprint for a Drug-Free New Jersey calls for the establishment of "community alliances to prevent drug and alcohol abuse." The advisory council required should be coordinated or consolidated with the community alliance called for in the Governor's Blueprint as appropriate to local circumstances.)

5. The activities described herein will be conducted in compliance with and in accordance with applicable state and federal statutes, as well as regulations and policies promulgated by either the state or federal government.

6. If the use of funds changes from the uses proposed herein, the district shall request a budget revision following the guidelines for the program as provided by the New Jersey State Department of Education.

7. The district will keep such records and provide such information to the New Jersey State Department of Education as reasonably may be required for fiscal audit and program evaluation.

8. The district shall use funds provided under the Helping School Prevent Drug and Alcohol Abuse Program to supplement and, to the extent practical, increase the level of funds that would, in the absence of such grant funds, be made available by the district for the purposes described herein, and in no case supplant such funds.

9. The district will coordinate its efforts with appropriate state and local drug and alcohol abuse, health, and law enforcement agencies in order to effectively conduct drug and alcohol abuse education, intervention, and referral for treatment and rehabilitation for the student population.

10. The filing of this application was authorized at the district board of education meeting held on: _____.

11. The district continues to be in compliance with Title IV and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1978.

12. The facts, figures, and representations made in this application, including exhibits and attachments hereto, are true and correct to the best of my knowledge.

13. The district shall provide the resources needed to enable the substance abuse coordinator(s) to accomplish the activities described in the district's grant activity plan.

14. The district shall assure that the responsibilities and job functions of for the substance abuse coordinator(s) described in the district's application are implemented.

15. The district shall permit the substance abuse coordinator(s) to participate in orientation, training and continuing education activities provided by New Jersey State Departments of Education and Health.

16. The district shall hire individual(s) for the position(s) of substance abuse coordinator who posses the educational, experience and certification prerequisites established by the New Jersey State Board of Education.

17. The position(s) of substance abuse coordinator will be separate and distinct from any other employment position in the district.

18. The programs and services provided by the substance abuse coordinator(s) shall be carried out after consultation with appropriate nonpublic school representatives. Nonpublic school teachers and students shall be afforded opportunity to equitable participation in programs and services funded under DFSCA.

19. The district shall maintain separate accounts for the state funds and the federal monies constituting its grant under the Substance Abuse Coordinator Grant Program.

_____ _____

Chief School Administrator (typed) District

_____

Signature Date

NOTE: In the event that a secondary receiving district is applying for funds on behalf of itself and its elementary sending district, a signed copy of this statement of assurances must be submitted by the secondary receiving district as well as by each participating elementary sending district.

SAC 1. Indicate the level and nature of the need for a coordinated approach to preventing student substance abuse and describe how the requested substance abuse coordinator position(s) will be utilized in addressing that need. (Use only space provided below.)

SAC 2. Indicate the positions already employed by the district which are directly involved in the administration, coordination and/or implementation of the district's substance abuse prevention programs and activities.

| Position Title | Description of Substance Abuse Prevention Responsibilities | Portion of Time Devoted to Substance Abuse Prevention Responsibilities |
|---|---|---|

SAC 3. Indicate the experience, educational and certification requirements established for each position. (Use only the space provided below.)

SAC 4. Present a list of the job responsibilities for each substance abuse coordinator position proposed. (Use only the space provided below.)

SAC 5. Present an organization chart showing the location of the substance abuse coordinator(s) within the district's organization. Describe how the position(s) will work and coordinate across the schools within the district and across secondary and elementary districts where applicable. (Use only the space provided below plus one additional page for organization chart.)

SAC 6. Indicate the district's student enrollment as of September 30, 1986. (If secondary receiving district is applying, indicate the total student enrollment as of September 30, 1986 for the secondary district and the participating sending elementary district[s]): _____

SAC 7. Indicate the total cost of employing each proposed position for the period March 1, 1988 through February 28, 1989.

| | Position #1 | Position #2 | Position #3 | Total |
|---|---|---|---|---|
| Salary | | | | |
| Benefits | | | | |
| Total | | | | |

SAC 8. How was the salary determined for each position? What other job titles in the district are paid at the same or approximate salary level. (Use only the space provided below.)

SAC 9. Present a work plan for the period March 15, 1988 through February 25, 1989 for accomplishing the activities for which the substance abuse coordinator(s) is/are responsible. Use the format provided. (Use additional pages as needed.)

| Activity | Planned Completion Date | Person Responsible | Resources Needed |
|---|---|---|---|

SAC 10. Describe the community resources which will be utilized in conjunction with the activities carried out by the substance abuse coordinator? (Use only the space provided below.)

SAC 11. Explain how the district will evaluate the impact of substance abuse coordinator position on the availability and quality of substance abuse prevention programs and activities within the district(s). (Use only the space provided below.)

SAC 12. Summarize the grant funds requested for the period March 15, 1988 to February 28, 1989 and indicate the funds that the district will commit to the accomplishment of the activities for which the substance abuse coordinator is responsible. Indicate those costs to be assigned to local, state and federal sources. Identify the source of such funds, e.g., DFSCA, Chemical Health Curriculum Development Program, etc. This budget must be signed by the school business administrator.

SUBSTANCE ABUSE COORDINATOR GRANT PROGRAM

BUDGET SUMMARY

March 15, 1988 - February 28, 1989

| Budget Categories | Grant Funds Requested | Local Funds | Other State Funds | Federal Funds | Total |
|---|---|---|---|---|---|
| A. Personnel<br>Salaries<br>Fringe Benefits<br>Sub-Total | | | | | |
| B. Consultant Services (Specify*) | | | | | |
| C. Travel (Specify*) | | | | | |
| D. Supplies (Specify*) | | | | | |
| E. Equipment (Specify*) | | | | | |
| F. Other Direct Costs (Specify*) | | | | | |
| Total Direct Cost | | | | | |

Business Administrator

Signature Date

*Provide detail on additional pages

Telephone Number

New Jersey State Department of Education

# BUDGET REVISION REQUEST

Helping Schools Prevent Drug and Alcohol Abuse
1988-89

District Name: _____ District Code: _____

County Name: _____ County Code: _____

Indicate the program budget which is to be revised. Requests to revise budgets must be submitted separately for each program.

___ Chemical Health Curriculum Development Program
___ Substance Abuse Coordinator Grant Program

1. The district requests approval of the budget revision indicated below. The revision results in the transfer from one object of expense to another of an amount that is 10 percent or greater of its total allocation or more than $2,000.

| Item | Original Grant Amount | Revised Amount | Amount of Change |
|---|---|---|---|
| Salaries | | | |
| Benefits | | | |
| Consultant Services | | | |
| Travel | | | |
| Supplies | | | |
| Equipment and Renovations | | | |
| Other Direct Cost | | | |
| Total | | | |



PLEASE COMPLETE REVERSE SIDE

2. The reason for the requested revision is:

3. The requested revision will result in the following change(s) (if any) of the originally-proposed activity plan:

_____
Chief School Administrator
(Signature)

_____ _____
Chief School Administrator Date
(Please type)

RS/pc:1/4467j

PART III

# APPENDICES

## Subtitle B—Drug-Free Schools and Communities Act of 1986

**SEC. 4181. SHORT TITLE.**

This subtitle may be cited as the "Drug-Free Schools and Communities Act of 1986".

**SEC. 4182. FINDINGS.**

The Congress finds that:

(1) Drug abuse education and prevention programs are essential components of a comprehensive strategy to reduce the demand for and use of drugs throughout the Nation.

(2) Drug use and alcohol abuse are widespread among the Nation's students, not only in secondary schools, but increasingly in elementary schools as well.

(3) The use of drugs and the abuse of alcohol by students constitute a grave threat to their physical and mental well-being and significantly impede the learning process.

(4) The tragic consequences of drug use and alcohol abuse by students are felt not only by students and their families, but also by their communities and the Nation, which can ill afford to lose their skills, talents, and vitality.

(5) Schools and local organizations in communities throughout the Nation have special responsibilities to work together to combat the scourge of drug use and alcohol abuse.

(6) Prompt action by our Nation's schools, families, and communities can bring significantly closer the goal of a drug-free generation and a drug-free society.

**SEC. 4183. PURPOSE.**

It is the purpose of this subtitle to establish programs of drug abuse education and prevention (coordinated with related community efforts and resources) through the provision of Federal financial assistance—

(1) to States for grants to local and intermediate educational agencies and consortia to establish, operate, and improve local programs of drug abuse prevention, early intervention, rehabilitation referral, and education in elementary and secondary schools (including intermediate and junior high schools);

(2) to States for grants to and contracts with community-based organizations for programs of drug abuse prevention, early intervention, rehabilitation referral, and education for school dropouts and other high-risk youth;

(3) to States for development, training, technical assistance, and coordination activities;

(4) to institutions of higher education to establish, implement, and expand programs of drug abuse education and prevention (including rehabilitation referral) for students enrolled in colleges and universities; and

(5) to institutions of higher education in cooperation with State and local educational agencies for teacher training programs in drug abuse education and prevention.

## PART 1—FINANCIAL ASSISTANCE FOR DRUG ABUSE EDUCATION AND PREVENTION PROGRAMS

**SEC. 4111. AUTHORIZATION OF APPROPRIATIONS.**

(a) For the purpose of carrying out this subtitle, there are authorized to be appropriated $200,000,000 for fiscal year 1987 and $250,000,000 for each of the fiscal years 1988 and 1989.

(b) Appropriations for any fiscal year for payments made under this subtitle in accordance with regulations of the Secretary may be made available for obligation or expenditure by the agency or institution concerned on the basis of an academic or school year differing from such fiscal year.

(c) Funds appropriated for any fiscal year under this subtitle shall remain available for obligation and expenditure until the end of the fiscal year succeeding the fiscal year for which such funds were appropriated.

(d) Notwithstanding any other provision of this subtitle, no authority to enter into contracts or financial assistance agreements under this subtitle shall be effective except to such extent or in such amounts as are provided in advance in appropriation Acts.

**SEC. 4112. RESERVATIONS AND STATE ALLOTMENTS.**

(a) From the sums appropriated or otherwise made available to carry out this subtitle for any fiscal year, the Secretary shall reserve—

(1) 1 percent for payments to Guam, American Samoa, the Virgin Islands, the Trust Territory of the Pacific Islands, and the Northern Mariana Islands, to be allotted in accordance with their respective needs;

(2) 1 percent for programs for Indian youth under section 4133;

(3) 0.2 percent for programs for Hawiian natives under section 4134;

(4) 8 percent for programs with institutions of higher education under section 4131;

(5) 3.5 percent for Federal activities under section 4132; and

(6) 4.5 percent for regional centers under section 4135.

(b)(1) From the remainder of the sums not reserved under subsection (a), the Secretary shall allot to each State an amount which bears the same ratio to the amount of such remainder as the school-age population of the State bears to the school-age population of all States, except that no State shall be allotted less than an amount equal to 0.5 percent of such remainder.

(2) The Secretary may reallot any amount of any allotment to a State to the extent that the Secretary determines that the State will not be able to obligate such amount within two years of allotment. Any such reallotment shall be made on the same basis as an allotment under paragraph (1).

(3) For purposes of this subsection, the term "State" means any of the fifty States, the District of Columbia, and Puerto Rico.

(4) For each fiscal year, the Secretary shall make payments, as provided by section 6503(a) of title 31, United States Code, to each State from its allotment under this subsection from amounts appropriated for that fiscal year.

## PART 2—STATE AND LOCAL PROGRAMS

**SEC. 4121. USE OF ALLOTMENTS BY STATES.**

(a) An amount equal to 30 percent of the total amount paid to a State from its allotment under section 4112 for any fiscal year shall be used by the chief executive officer of such State for State program in accordance with section 4122.

(b) An amount equal to 70 percent of the total amount paid to a State from its allotment under section 4112 for any fiscal year shall be used by the State educational agency to carry out its responsibilities in accordance with section 4124 and for grants to local and intermediate educational agencies and consortia for programs and activities in accordance with section 4125.

**SEC. 4122. STATE PROGRAMS.**

(a) Not more than 50 percent of the funds available for each fiscal year under section 4121(a) to the chief executive officer of a State shall be used for grants to and contracts with local governments and other public or private nonprofit entities (including parent groups, community action agencies, and other community-based organizations) for the development and implementation of programs and activities such as—

(1) local broadly-based programs for drug and alcohol abuse prevention, early intervention, rehabilitation referral, and education for all age groups;

(2) training programs concerning drug abuse education and prevention for teachers, counselors, other educational personnel, parents, local law enforcement officials, judicial officials, other public service personnel, and community leaders;

(3) the development and distribution of educational and informational materials to provide public information (through the media and otherwise) for the purpose of achieving a drug-free society;

(4) technical assistance to help community-based organizations and local and intermediate educational agencies and consortia in the planning and implementation of drug abuse prevention, early intervention, rehabilitation referral, and education programs;

(5) activities to encourage the coordination of drug abuse education and prevention programs with related community efforts and resources, which may involve the use of a broadly representative State advisory council including members of the State board of education, members of local boards of education, parents, teachers, counselors, health and social service professionals, and others having special interest or expertise; and

(6) other drug abuse education and prevention activities, consistent with the purposes of this subtitle.

(b)(1) Not less than 50 percent of the funds available for each fiscal year under section 4121(a) to the chief executive officer of a State shall be used for innovative community-based programs of coordinated services for high-risk youth. The chief executive officer of such State shall make grants to or contracts with local governments and other public and private nonprofit entities (including parent groups community action agencies, and other community-based organizations) to carry out such services.

(2) For purposes of this subsection, the term "high risk youth" means an individual who has not attained the age of 21 years, who is at high risk of becoming or who has been a drug or alcohol abuser, and who—

(A) is a school dropout;
(B) has become pregnant;
(C) is economically disadvantaged;
(D) is the child of a drug or alcohol abuser;
(E) is a victim of physical, sexual, or psychological abuse;
(F) has committed a violent or delinquent act;
(G) has experienced mental health problems;
(H) has attempted suicide; or
(I) has experienced long-term physical pain due to injury.

SEC. 4122. STATE APPLICATIONS.

(a) In order to receive an allotment under section 4112(b), a State shall submit an application to the Secretary. As part of such application, the chief executive officer of the State shall agree to use the funds made available under section 4121(a) in accordance with the requirements of this part. As part of such application, the State educational agency of the State shall agree to use the funds made available under section 4121(b) in accordance with the requirements of this part.

(b) The application submitted by each State under subsection (a) shall—

(1) cover a period of three fiscal years;
(2) be submitted at such time and in such manner, and contain such information, as the Secretary may require;
(3) contain assurances that the Federal funds made available under this part for any period will be so used as to supplement and increase the level of State, local, and non-Federal funds that would in the absence of such Federal funds be made available for the programs and activities for which funds are provided under this part and will in no event supplant such State, local, and other non-Federal funds;
(4) provide that the State will keep such records and provide such information as may be required by the Secretary for fiscal audit and program evaluation;
(5) contain assurances that there is compliance with the specific requirements of this part;
(6) describe the manner in which the State educational agency will coordinate its efforts with appropriate State health, law enforcement, and drug abuse prevention agencies, including the State agency which administers the Alcohol, Drug Abuse, and Mental Health block grant under part B of title XIX of the Public Health Service Act;
(7) provide assurances that the State educational agency will provide financial assistance under this part only to local and intermediate educational agencies and consortia which establish and implement drug abuse education and prevention programs in elementary and secondary schools; and
(8) provide for an annual evaluation of the effectiveness of programs assisted under this part.

SEC. 4124. RESPONSIBILITIES OF STATE EDUCATIONAL AGENCIES.

(a) Each State educational agency shall use a sum which shall be not less than 90 percent of the amounts available under section

4121(b) for each fiscal year for grants to local and intermediate educational agencies and consortia in the State, in accordance with applications approved under section 4126. From such sum, the State educational agency shall distribute funds for use among areas served by local or intermediate educational agencies or consortia on the basis of the relative numbers of children in the school-age population within such areas. Any amount of the funds made available for use in any area remaining unobligated for more than one year after the funds were made available may be provided by the State educational agency to local or intermediate educational agencies or consortia having plans for programs or activities capable of using such amount on a timely basis.

(b) Each State educational agency shall use not more than 10 percent of the amounts available under section 4121(b) for each fiscal year for such activities as—

(1) training and technical assistance programs concerning drug abuse education and prevention for local and intermediate educational agencies, including teachers, administrators, athletic directors, other educational personnel, parents, local law enforcement officials, and judicial officials;

(2) the development, dissemination, implementation, and evaluation of drug abuse education curricular and teaching materials for elementary and secondary schools throughout the State;

(3) demonstration projects in drug abuse education and prevention;

(4) special financial assistance to enhance resources available for drug abuse education and prevention in areas serving large numbers of economically disadvantaged children or sparsely populated areas, or to meet special needs; and

(5) administrative costs of the State educational agency in carrying out its responsibilities under this part, not in excess of 2.5 percent of the amount available under section 4121(b).

SEC. 4125. LOCAL DRUG ABUSE EDUCATION AND PREVENTION PROGRAMS.

(a) Any amounts made available to local or intermediate educational agencies or consortia under section 4124(a) shall be used for drug and alcohol abuse prevention and education programs and activities, including—

(1) the development, acquisition, and implementation of elementary and secondary school drug abuse education and prevention curricula which clearly and consistently teach that illicit drug use is wrong and harmful;

(2) school-based programs of drug abuse prevention and early intervention (other than treatment);

(3) family drug abuse prevention programs, including education for parents to increase awareness about the symptoms and effects of drug use through the development and dissemination of appropriate educational materials;

(4) drug abuse prevention counseling programs (which counsel that illicit drug use is wrong and harmful) for students and parents, including professional and peer counselors and involving the participation (where appropriate) of parent or other adult counselors and reformed abusers;

(5) programs of drug abuse treatment and rehabilitation referral;

(6) programs of inservice and preservice training in drug and alcohol abuse prevention for teachers, counselors, other educational personnel, athletic directors, public service personnel, law enforcement officials, judicial officials, and community leaders;

(7) programs in primary prevention and early intervention, such as the interdisciplinary school-team approach;

(8) community education programs and other activities to involve parents and communities in the fight against drug and alcohol abuse;

(9) public education programs on drug and alcohol abuse, including programs utilizing professionals and former drug and alcohol abusers;

(10) on-site efforts in schools to enhance identification and discipline of drug and alcohol abusers, and to enable law enforcement officials to take necessary action in cases of drug possession and supplying of drugs and alcohol to the student population;

(11) special programs and activities to prevent drug and alcohol abuse among student athletes, involving their parents and family in such drug and alcohol abuse prevention efforts and using athletic programs and personnel in preventing drug and alcohol abuse among all students; and

(12) other programs of drug and alcohol abuse education and prevention, consistent with the purposes of this part.

(b) A local or intermediate educational agency or consortium may receive funds under this part for any fiscal year covered by an application under section 4126 approved by the State educational agency.

SEC. 4125. LOCAL APPLICATIONS.

(a)(1) In order to be eligible to receive a grant under this part for any fiscal year, a local or intermediate educational agency or consortium shall submit an application to the State educational agency for approval.

(2) An application under this section shall be for a period not to exceed 3 fiscal years and may be amended annually as may be necessary to reflect changes without filing a new application. Such application shall—

(A) set forth a comprehensive plan for programs to be carried out by the applicant under this part;

(B) contain an estimate of the cost for the establishment and operation of such programs;

(C) establish or designate a local or substate regional advisory council on drug abuse education and prevention composed of individuals who are parents, teachers, officers of State and local government, medical professionals, representatives of the law enforcement community, community-based organizations, and other groups with interest and expertise in the field of drug abuse education and prevention;

(D) describe the manner in which the applicant will establish, implement, or augment mandatory age-appropriate, developmentally-based, drug abuse education and prevention programs for students throughout all grades of the schools operated or served by the applicant (from the early childhood level through grade 12), and provide assurances that the applicant enforces related rules and regulations of student conduct;

(E) describe the manner in which the applicant will coordinate its efforts under this part with other programs in the community related to drug abuse education, prevention, treatment, and rehabilitation;

(F) provides assurances that the applicant will coordinate its efforts with appropriate State and local drug and alcohol abuse, health, and law enforcement agencies, in order to effectively conduct drug and alcohol abuse education, intervention, and referral for treatment and rehabilitation for the student population;

(G) provide assurances that the Federal funds made available under this part shall be used to supplement and, to the extent practical, to increase the level of funds that would, in the absence of such Federal funds, be made available by the applicant for the purposes described in this part, and in no case supplant such funds;

(H) provide assurances of compliance with the provisions of this part;

(I) agree to keep such records and provide such information to the State educational agency as reasonably may be required for fiscal audit and program evaluation, consistent with the responsibilities of the State agency under this part; and

(J) include such other information and assurances as the State educational agency reasonably determines to be necessary.

## PART 3—NATIONAL PROGRAMS

SEC. 4131. GRANTS TO INSTITUTIONS OF HIGHER EDUCATION.

(a)(1) From sums reserved by the Secretary under section 4112(a)(4) for the purposes of this section, the Secretary shall make grants to or enter into contracts with institutions of higher education or consortia of such institutions for drug abuse education and prevention programs under this section.

(2) The Secretary shall make financial assistance available on a competitive basis under this section. An institution of higher education or consortium of such institutions which desires to receive a grant or enter into a contract under this section shall submit an application to the Secretary at such time, in such manner, and containing or accompanied by such information as the Secretary may reasonably require in accordance with regulations.

(3) The Secretary shall make every effort to ensure the equitable participation of private and public institutions of higher education (including community and junior colleges) and to ensure the equitable geographic participation of such institutions. In the award of grants and contracts under this section, the Secretary shall give appropriate consideration to colleges and universities of limited enrollment.

(4) Not less than 50 percent of sums available for the purposes of this section shall be used to make grants under subsection (d).

(b) Training grants shall be available for—

(1) preservice and inservice training and instruction of teachers and other personnel in the field of drug abuse education and prevention in elementary and secondary schools;

(2) summer institutes and workshops in instruction in the field of drug abuse education and prevention;

(3) research and demonstration programs for teacher training and retraining in drug abuse education and prevention;

(4) training programs for law enforcement officials, judicial officials, community leaders, parents, and government officials.

(c) Grants shall be available for model demonstration programs to be coordinated with local elementary and secondary schools for the development and implementation of quality drug abuse education curricula. In the award of grants under this subsection, the Secretary shall give priority consideration to joint projects involving faculty of institutions of higher education and teachers in elementary and secondary schools in the practical application of the findings of educational research and evaluation and the integration of such research into drug abuse education and prevention programs.

(d) Grants shall be available under this subsection to develop, implement, operate, and improve programs of drug abuse education and prevention (including rehabilitation referral) for students enrolled in institutions of higher education.

(e) In making grants under paragraphs (1) and (2) of subsection (b), the Secretary shall encourage projects which provide for coordinated and collaborative efforts between State educational agencies, local educational agencies, and regional centers established under section 4135.

SEC. 4132. FEDERAL ACTIVITIES.

(a) From sums reserved by the Secretary under section 4112(a)(5), the Secretary shall carry out the purposes of this section.

(b) The Secretary of Education in conjunction with the Secretary of Health and Human Services shall carry out Federal education and prevention activities on drug abuse. The Secretary shall coordinate such drug abuse education and prevention activities with other appropriate Federal activities related to drug abuse. The Secretary shall—

(1) provide information on drug abuse education and prevention to the Secretary of Health and Human Services for dissemination by the clearinghouse for alcohol and drug abuse information established under section 509 of the Public Health Service Act (as amended by this Act);

(2) facilitate the utilization of appropriate means of communicating to students at all educational levels about the dangers of drug use and alcohol abuse, especially involving the participating of entertainment personalities and athletes who are recognizable role models for many young people;

(3) develop, publicize the availability of, and widely disseminate audio-visual and other curricular materials for drug abuse education and prevention programs in elementary and secondary schools throughout the Nation;

(4) provide technical assistance to State, local, and intermediate education agencies and consortia in the selection and implementation of drug abuse education and prevention curricula, approaches, and programs to address most effectively the needs of the elementary and secondary schools served by such agencies; and

(5) identify research and development priorities with regard to school-based drug abuse education and prevention, particularly age-appropriate programs focusing on kindergarten through grade 4.

(c) From the funds available to carry out this section, the Secretary shall make available $500,000 to the Secretary of Health and Human Services for the clearinghouse established under section 509 of the Public Health Service Act (as amended by this Act).

(d) The Secretary of Education in conjunction with the Secretary of Health and Human Services shall conduct, directly or by contract, a study of the nature and effectiveness of existing Federal, State, and local programs of drug abuse education and prevention and shall submit a report of the findings of such study to the President and to the appropriate committees of the Congress not later than one year after the date of the enactment of this Act.

SEC. 4133. PROGRAMS FOR INDIAN YOUTH.

(a)(1) From the funds reserved pursuant to section 4112(a)(2), the Secretary shall make payments and grants and enter into other financial arrangements for Indian programs in accordance with this subsection.

(2) The Secretary of Education shall enter into such financial arrangements as the Secretary determines will best carry out the purposes of this title to meet the needs of Indian children on reservations serviced by elementary and secondary schools operated for Indian children by the Department of the Interior. Such arrangements shall be made pursuant to an agreement between the Secretary of Education and the Secretary of the Interior containing such assurances and terms as they determine will best achieve the purposes of this title.

(3) The Secretary of Education may, upon request of any Indian tribe which is eligible to contract with the Secretary of the Interior for the administration of programs under the Indian Self-Determination Act or under the Act of April 16, 1934, enter into grants or contracts with any tribal organization of any such Indian tribe to plan, conduct, and administer programs which are authorized and consistent with the purposes of this title (particularly programs for Indian children who are school dropouts), except that such grants or contracts shall be subject to the terms and conditions of section 102 of the Indian Self-Determination Act and shall be conducted in accordance with sections 4, 5, and 6 of the Act of April 16, 1934, which are relevant to the programs administered under this paragraph.

(4) Programs funded under this subsection shall be in addition to such other programs, services, and activities as are made available to eligible Indians under other provisions of this subtitle.

(b)(1) Section 304 of the Indian Elementary and Secondary School Assistance Act (20 U.S.C. 241cc) is amended by—

(A) striking out "and" at the end of paragraph (1);

(B) striking out the period at the end of paragraph (2) and inserting in lieu thereof "; and"; and

(C) adding at the end the following new paragraph:

"(3) the training of counselors at schools eligible for funding under this title in counseling techniques relevant to the treatment of alcohol and substance abuse.".

(2) Section 423 of the Indian Education Act (20 U.S.C. 3385b) is amended—

(A) in subsection (a), by inserting "clinical psychology," after "medicine,"; and

(B) by adding at the end of the section the following new subsection:

"(e) Not more than 10 percent of the fellowships awarded under subsection (a) shall be awarded, on a priority basis, to persons receiving training in guidance counseling with a specialty in the area of alcohol and substance abuse counseling and education.".

(3) Section 1121 of the Education Amendments of 1978 is amended by adding at the end the following new subsection:

"(i)(1) All schools funded by the Bureau of Indian Affairs shall include within their curriculum a program of instruction relating to alcohol and substance abuse prevention and treatment. The Assistant Secretary shall provide the technical assistance necessary to develop and implement such a program for students in kindergarten and grades 1 through 12, at the request of—

"(A) any Bureau of Indian Affairs school (subject to the approval of the school board of such school); or

"(B) any school board of a school operating under a contract entered into under the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450 et seq.).

"(2) In schools operated directly by the Bureau of Indian Affairs, the Secretary shall, not later than 120 days after the date of the enactment of this subsection, provide for—

"(A) accurate reporting of all incidents relating to alcohol and substance abuse; and

"(B) individual student crisis intervention.

"(3) The programs requested under paragraph (1) shall be developed in consultation with the Indian tribe that is to be served by such program and health personnel in the local community of such tribe.

"(4) Schools requesting program assistance under this subsection are encouraged to involve family units and, where appropriate, tribal elders and Native healers in such instructions."

(4) Section 1129 of the Educational Amendments of 1978 is amended by adding at the end the following new subsection:

"(e)(1) A financial plan under subsection (b) for a school may include, at the discretion of the local administrator and the school board of such school, a provision for a summer program of academic and support services for students of the school. Any such program may include activities related to the prevention of alcohol and substance abuse. The Assistant Secretary of Indian Affairs shall provide for the utilization of any such school facility during any summer in which such utilization is requested.

"(2) Notwithstanding any other provision of law, funds authorized under the Act of April 16, 1934 (25 U.S.C. 452 et seq.) and the Indian Education Act may be used to augment the services provided in each summer program at the option, and under the control, of the tribe or Indian controlled school receiving such funds.

"(3) The Assistant Secretary of Indian Affairs, acting through the Director of the Office of Indian Education Programs, shall provide technical assistance and coordination for any program described in paragraph (1) and shall, to the extent possible, encourage the coordination of such programs with any other summer programs that might benefit Indian youth, regardless of the funding source or administrative entity of any such program.".

SEC. 4134. PROGRAMS FOR HAWAIIAN NATIVES.

(a) From the funds reserved pursuant to section 4112(a)(3), the Secretary shall enter into contracts with organizations primarily serving and representing Hawaiian natives which are recognized by

the Governor of the State of Hawaii to plan, conduct, and administer programs, or portions thereof, which are authorized by and consistent with the provisions of this subtitle for the benefit of Hawaiian natives.

(b) For the purposes of this section, the term "Hawaiian native" means any individual any of whose ancestors were natives, prior to 1778, of the area which now comprises the State of Hawaii.

SEC. 4138. REGIONAL CENTERS.

The Secretary shall use the amounts made available to carry out this section for each fiscal year to maintain 5 regional centers to—

(1) train school teams to assess the scope and nature of their drug abuse and alcohol abuse problems, mobilize the community to address such problems, design appropriate curricula, identify students at highest risk and refer them to appropriate treatment, and institutionalize long term effective drug and alcohol abuse programs, including long range technical assistance, evaluation, and followup on such training;

(2) assist State educational agencies in coordinating and strengthening drug abuse and alcohol abuse education and prevention programs;

(3) assist local educational agencies and institutions of higher education in developing appropriate pre-service and in-service training programs for educational personnel; and

(4) evalnate and disseminate information on effective drug abuse and alcohol abuse education and prevention programs and strategies.

## PART 4—GENERAL PROVISIONS

SEC. 4141. DEFINITIONS.

(a) Except as otherwise provided, the terms used in this subtitle shall have the meaning provided under section 595 of the Education Consolidation and Improvement Act of 1981.

(b) For the purposes of this subtitle, the following terms have the following meanings:

(1) The term "drug abuse education and prevention" means prevention, early intervention, rehabilitation referral, and education related to the abuse of alcohol and the use and abuse of controlled, illegal, addictive, or harmful substances.

(2) The term "illicit drug use" means the use of illegal drugs and the abuse of other drugs and alcohol.

(3) The term "Secretary" means the Secretary of Education.

(4) The term "school-age population" means the population aged five through seventeen (inclusive), as determined by the Secretary on the basis of the most recent satisfactory data available from the Department of Commerce.

(5) The term "school dropout" means an individual aged five through eighteen who is not attending any school and who has not received a secondary school diploma or a certificate from a program of equivalency for such a diploma.

(6) The term "State" means a State, the District of Columbia, Puerto Rico, Guam, American Samoa, the Northern Marina Islands, the Trust Territory of the Pacific Islands, or the Virgin Islands.

(7) The terms "institution of higher education", "secondary school", and "nonprofit" have the meanings provided in section

1001 of the Elementary and Secondary Education Act of 1965 in effect prior to October 1, 1981.

(8) The term "consortium" (except in section 4131) means a consortium of local educational agencies or of one or more intermediate educational agencies and one or more local educational agencies.

SEC. 4142. FUNCTIONS OF THE SECRETARY OF EDUCATION.

(a) The Secretary shall be responsible for the administration of the programs authorized by this subtitle.

(b) Except as otherwise provided, the General Education Provisions Act shall apply to programs authorized by this subtitle.

SEC. 4143. PARTICIPATION OF CHILDREN AND TEACHERS FROM PRIVATE NONPROFIT SCHOOLS.

(a) To the extent consistent with the number of school-age children in the State or in the school attendance area of a local or intermediate educational agency or consortium receiving financial assistance under part 2 who are enrolled in private nonprofit elementary and secondary schools, such State, agency, or consortium shall, after consultation with appropriate private school representatives, make provision for including services and arrangements for the benefit of such children as will assure the equitable participation of such children in the purposes and benefits of this subtitle.

(b) To the extent consistent with the number of school-age children in the State or in the school attendance area of a local or intermediate educational agency or consortium receiving financial assistance under part 2 who are enrolled in private nonprofit elementary and secondary schools, such State, State educational agency, or State agency for higher education shall, after consultation with appropriate private school representatives, make provision, for the benefit of such teachers in such schools, for such teacher training as will assure equitable participation of such teachers in the purposes and benefits of this subtitle.

(c) If by reason of any provision of law a State, local, or intermediate educational agency or consortium is prohibited from providing for the participation of children or teachers from private nonprofit schools as required by subsections (a) and (b) or, if the Secretary determines that a State, local, or intermediate educational agency or consortium has substantially failed or is unwilling to provide for such participation on an equitable basis, the Secretary shall waive such requirements and shall arrange for the provision of services to such children or teachers which shall be subject to the requirements of this section. Such waivers shall be subject to consultation, withholding, notice, and judicial review requirements in accordance with paragraphs (3) and (4) of section 557(b) of the Education Consolidation and Improvement Act of 1981.

SEC. 4144. MATERIALS.

Any materials produced or distributed with funds made available under this subtitle shall reflect the message that illicit drug use is wrong and harmful. The Secretary shall not review curricula and shall not promulgate regulations to carry out this subsection or subparagraph (1) or (4) of section 4125(a).

**§ 76.598 Federal evaluation—satisfying requirement for State or subgrantee evaluation.**

If a State or a subgrantee cooperates in a Federal evaluation of a program, the Secretary may determine that the State or subgrantee meets the evaluation requirements of the program.

(20 U.S.C. 1230c; 1231a)

### Construction

Cross-reference. See 34 CFR Part 74, Subpart F—Procurement Standards.

**§ 76.600 Where to find construction regulations.**

(a) A State or a subgrantee that requests program funds for construction, or whose grant or subgrant includes funds for construction, shall comply with the rules on construction that apply to applicants and grantees under 34 CFR 75.600-75.618.

(b) The State shall perform the functions that the Secretary performs under §§ 75.602 (Preservation of historic sites) and 75.605 (Approval of drawings and specifications) of this title.

(c) The State shall provide to the Secretary the information required under 34 CFR 75.602(a) (Preservation of historic sites).

(20 U.S.C. 1231e-3(a)(1))

[48 FR 23317, Apr. 3, 1980. Redesignated at 48 FR 77368, Nov. 21, 1980, and amended at 48 FR 86298, Dec. 30, 1980]

### Participation of Students Enrolled in Private Schools

**§ 76.650 Private schools; purpose of §§ 76.651-76.662.**

(a) Under some programs, the authorizing statute requires that a State and its subgrantees provide for participation by students enrolled in private schools. Sections 76.651-76.662 apply to those programs and provide rules for that participation. These sections do not affect the authority of the State or a subgrantee to enter into a contract with a private party.

(b) If any other rules for participation of students enrolled in private schools apply under a particular program, they are in the authorizing statute or implementing regulations for that program.

(20 U.S.C. 1231e-3(a)(1)).

Note: Some program statutes authorize the Secretary—under certain circumstances—to provide benefits directly to private school students. These "bypass" provisions—where they apply—are implemented in the individual program regulations.

**§ 76.651 Responsibility of a State and a subgrantee.**

(a) (1) A subgrantee shall provide students enrolled in private schools with a genuine opportunity for equitable participation in accordance with the requirements in §§ 76.652-76.662 and in the authorizing statute and implementing regulations for a program.

(2) The subgrantee shall provide that opportunity to participate in a manner that is consistent with the number of eligible private school students and their needs.

(3) The subgrantee shall maintain continuing administrative direction and control over funds and property that benefit students enrolled in private schools.

(b) (1) A State shall ensure that each subgrantee complies with the requirements in §§ 76.651-76.662.

(2) If a State carries out a project directly, it shall comply with these requirements as if it were a subgrantee.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.652 Consultation with representatives of private school students.**

(a) An applicant for a subgrant shall consult with appropriate representatives of students enrolled in private schools during all phases of the development and design of the project covered by the application, including consideration of—

(1) Which children will receive benefits under the project;

(2) How the children's needs will be identified;

(3) What benefits will be provided;

(4) How the benefits will be provided; and

(5) How the project will be evaluated.

(b) A subgrantee shall consult with appropriate representatives of students enrolled in private schools before the subgrantee makes any decision that affects the opportunities of those students to participate in the project.

(c) The applicant or subgrantee shall give the appropriate representatives a genuine opportunity to express their views regarding each matter subject to the consultation requirements in this section.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.653 Needs, number of students, and types of services.**

A subgrantee shall determine the following matters on a basis comparable to that used by the subgrantee in providing for participation of public school students:

(a) The needs of students enrolled in private schools.

(b) The number of those students who will participate in a project.

(c) The benefits that the subgrantee will provide under the program to those students.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.654 Benefits for private school students.**

(a) *Comparable benefits.* The program benefits that a subgrantee provides for students enrolled in private schools must be comparable in quality, scope, and opportunity for participation to the program benefits that the subgrantee provides for students enrolled in public schools.

(b) *Same benefits.* If a subgrantee uses funds under a program for public school students in a particular attendance area, or grade or age level, the subgrantee shall insure equitable opportunities for participation by students enrolled in private schools who—

(1) Have the same needs as the public school students to be served; and

(2) Are in that group, attendance area, or age or grade level.

(c) *Different benefits.* If the needs of students enrolled in private schools are different from the needs of students enrolled in public schools, a subgrantee shall provide program benefits for the private school students that are different from the benefits the subgrantee provides for the public school students.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.655 Level of expenditures for students enrolled in private schools.**

(a) Subject to paragraph (b) of this section, a subgrantee shall spend the same average amount of program funds on—

(1) A student enrolled in a private school who receives benefits under the program; and

(2) A student enrolled in a public school who receives benefits under the program.

(b) The subgrantee shall spend a different average amount on program benefits for students enrolled in private schools if the average cost of meeting the needs of those students is different from the average cost of meeting the needs of students enrolled in public schools.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.656 Information in an application for a subgrant.**

An applicant for a subgrant shall include the following information in its application:

(a) A description of how the applicant will meet the Federal requirements for participation of students enrolled in private schools.

(b) The number of students enrolled in private schools who have been identified as eligible to benefits under the program.

(c) The number of students enrolled in private schools who will receive benefits under the program.

(d) The basis the applicant used to select the students.

(e) The manner and extent to which the applicant complied with § 76.652 (consultation).

(f) The places and times that the students will receive benefits under the program.

(g) The differences, if any, between the program benefits the applicant will provide to public and private school students, and the reasons for the differences.

(20 U.S.C. 1231e-3(a)(1))

**§ 76.657 Separate classes prohibited.**

A subgrantee may not use program funds for classes that are organized separately on the basis of school enrollment or religion of the students if—

(a) The classes are at the same site; and

(b) The classes include students enrolled in public schools and students enrolled in private schools.

(20 U.S.C. 1221e-3(a)(1))

**§ 76.658 Funds not to benefit a private school.**

(a) A subgrantee may not use program funds to finance the existing level of instruction in a private school or to otherwise benefit the private school.

(b) The subgrantee shall use program funds to meet the specific needs of students enrolled in private schools, rather than—

(1) The needs of a private school; or

(2) The general needs of the students enrolled in a private school.

(20 U.S.C. 1221e-3(a)(1))

**§ 76.659 Use of public school personnel.**

A subgrantee may use program funds to make public personnel available in other than public facilities—

(a) To the extent necessary to provide equitable program benefits designed for students enrolled in a private school; and

(b) If those benefits are not normally provided by the private school.

(20 U.S.C. 1221e-3(a)(1))

**§ 76.660 Use of private school personnel.**

A subgrantee may use program funds to pay for the services of an employee of a private school if—

(a) The employee performs the services outside of his or her regular hours of duty; and

(b) The employee performs the services under public supervision and control.

(20 U.S.C. 1221e-3(a)(1))

**§ 76.661 Equipment and supplies.**

(a) Under some program statutes, a public agency must keep title to and exercise continuing administrative control of all equipment and supplies that the subgrantee acquires with program funds. This public agency is usually the subgrantee.

(b) The subgrantee may place equipment and supplies in a private school for the period of time needed for the project.

(c) The subgrantee shall insure that the equipment or supplies placed in a private school—

(1) Are used only for the purposes of the project; and

(2) Can be removed from the private school without remodeling the private school facilities.

(d) The subgrantee shall remove equipment or supplies from a private school if—

(1) The equipment or supplies are no longer needed for the purposes of the project; or

(2) Removal is necessary to avoid use of the equipment or supplies for other than project purposes.

(20 U.S.C. 1221e-3(a)(1))

**§ 76.662 Construction.**

A subgrantee shall insure that program funds are not used for the construction of private school facilities.

(20 U.S.C. 1221e-3(a)(1))

## Other Requirements for Certain Programs

Cross-reference. See 34 CFR Part 74, Subpart C—Bonding and Insurance, and 34 CFR 74.144—Inventions and patents.

**§ 76.681 Protection of human research subjects.**

If a State or a subgrantee uses a human subject in a research project, the State or subgrantee shall protect the person from physical, psychological, or social injury resulting from the project.

(20 U.S.C. 1221e-3(a)(1))

Cross-reference. See 34 CFR Part 46—Protection of Human Research Subjects.

**§ 76.682 Treatment of animals.**

If a State or a subgrantee uses an animal in a project, the State or subgrantee shall provide the animal with proper care and humane treatment in